

**Space Family Education, Inc.
Board of Director's Open Meeting**

Director Report

Staffing

Resignations:

No report

New Hires:

No report

Other:

For information only, Ms. Hirning reported that the Wee Care people, whom we called on for substitutes, are having a teacher shortage.

Operations

Facility:

Ms. Hirning reported that the NASA maintenance people did remove the metal spikes left in the ground from ACRV spot.

Special Events:

March 3rd -14th is registration for summer camp, for SFEI members. Open registration for summer camp will start on March 15th. This year summer camp will be between June 2nd and August 15th. Mr. Nguyen has the action to work with Ms. Nancy to notify all members, by email, about the summer camp registration.

Ms. Hirning plans to lease a bus this summer to better handle all the field trips required by both summer camp and the Center children. She believes that we could afford it based on past summer camps profit, and that the vans leased from NASA were very inconvenience and would require more drivers.

A question was asked about the age for summer camp children. Ms Hirning answered that it's for children between the ages 7 and 12, but she will have a similar summer volunteer program like last year where children between 13 and 16 could participate.

Friday is Rodeo Day. The center will have outdoor activities between 10a and 12p; games, grilled hotdogs and marshmallows, etc.... Check with teachers for more details.

Other:

Parents Workday is planned for April 5th. The rule for this year is parents could either donate one bag of sand AND one bag of mulch, or show up to work around the Center. For one thing, the double gate (into the playground) needs to be fixed, but Ms. Hiring will think of

more things needing repair/maintenance for the Workday. She doesn't believe that we will need to do spot painting this year. Ms. Hirning plans to have the kids plant things out front (flower bulbs, etc...)

A discussion was brought up about needing a new walkway (mulched path way, maybe?) between the two playgrounds because the children in room 5 are old enough to start using the big kid playground. Ms. Hirning and maybe the playground committee will figure out how to move the children between the playgrounds.

The chocolate fund raising is not doing very well, but it's not a real problem.

Committees Report

Education Curriculum

No report

Playground

No report other than making plans for the Workday.

Newsletter and Webpage

No report other than we're due for a new newsletter.

Room-1

No report

Room-2

No report

Room-3

No report

Room-4

No report

Room-5

No report

Room-6

No report

Room-7

No report

Room-8

No report

Room-9

No report

Board Members Report

Policies and Procedures (Jennifer Lewis)

Ms. Lewis reported that we have 20 children registered for the 2003 Kindergarten. Ms. Lewis also completed updating the policy change to incorporate the 20 children limit for the Kindergarten room.

Ms. Lewis wanted to confirm that the Board is still proceeding with the change to the membership renewal date, from June 1st to September 1st. She will check to see if the change needs to go into the By-Laws.

Treasurer (Laurie Garcia)

Ms. Garcia handed out the February financial report, and reported that the current budget is looking good. Ms. Garcia reported that she had received the financial statements from the auditor, ten in all. The audit shows a loss of about \$11K last year. Everything else is fine according to the report, but she has not read through everything yet.

The tax return should be out this Friday from the tax preparation people. Ms. Garcia will make sure we get/keep copies.

Ms. Garcia finished the census information required for the 401K paperwork.

Ms. Garcia questioned about the membership renewal date and whether she will need to adjust the membership for the September collection. The Board agreed that no adjustment would be made to the membership fee.

Secretary (Louis Nguyen)

No report

Vice President (Erica Vandersand)

Ms. Vandersand reported that she believes Mr. R. Hall is still our NASA liaison, and she's waiting for confirmation from him.

Ms. Vandersand reported that because of the transition to the new Integrated Financial Management Program (IFMP), NASA would not be able to process any training reimbursement (for SFEI staff) until the transition is complete.

President (Susan Gomez)

No report

SFEI Members Report

Walk-ons

Ms. Hirning reported instances where Room 1 parents are not bringing supply for their children (i.e. diapers, etc...), and parents in the room are not complying with fever policy. She will work with the teachers and parents to make sure this does not develop into any problems.

A question was raised by one of the parents at the meeting about how to deal with parent/teacher problem. Ms. Hirning answered that parents should talk to her if they are unable to resolve problems between teachers and themselves. Parents should continue to press the issue with the Director until it is resolved. If required a conference with all the parties involved would be used to resolve any issue. The lastly the issue could be brought up to the Board if it is not handled satisfactorily.

Old Business

None

New Business

Ms. Lewis proposed that she could alert parents to the fact that they could always donate used clothing and/or toys to the Center, or ask the room captains about donating things to the Center. Ms. Schroeder added that she would provide a donation receipt for tax relief purposes.

The next meeting will be April 17, 2001
Room 122 JSC Child Care Center - 11:30 AM - 1:00 PM